CITY OF AUBURN WASHINGTON	**City Council Study Session** November 14, 2016 - 5:30 PM City Hall Annex - 1 East Main Street MINUTES

I. CALL TO ORDER

Deputy Mayor Largo Wales called the meeting to order at 5:30 p.m. in City Hall Annex Conference Room 2 located at 1 East Main Street in Auburn.

A. Roll Call

Councilmembers present: Deputy Mayor Wales, Bob Baggett, Claude DaCorsi, John Holman, Bill Peloza, Yolanda Trout-Manuel, and Rich Wagner.

Department directors and staff members present included: Parks, Arts and Recreation Director Daryl Faber, Community Development and Public Works Director Kevin Snyder, Innovation and Technology Director Paul Haugan, Assistant Director of Engineering Services/City Engineer Ingrid Gaub, Finance Director Shelley Coleman, City Attorney Daniel B. Heid, Police Commander Mark Caillier, Arts and Events Manager Julie Krueger, and City Clerk Danielle Daskam.

B. Announcements

There was no announcement.

C. Agenda Modifications

There was no change to the agenda.

II. CONSENT AGENDA

There was no Consent Agenda item.

III. DISCUSSION ITEMS

A. Valley Communication Annual Report (10 Minute Presentation)
Executive Director Lora Ueland

Lora Ueland, Executive Director of Valley Communications, presented the Council with an update on the King County Regional E911 Strategic Plan. Valley Com is one of 12 Public Safety Answering Points (PSAP).

Due to technology advancements and the use of cell phones, an upgrade to the 911 system is necessary to ensure a safe and resilient IP network. An IP based system allows digital information to flow seamlessly from the public, through the 911 network and on to the emergency responders. The process requires thoughtful planning. Most of the cost for the upgrade will be borne by the PSAP members.

Ms. Ueland reported the scoping plan was completed and forwarded to King County in May 2016. The strategic planning is due to be complete in Dec 2017.

The current 911 levy is $0.95 per month per phone line, which is shared with the state.

B. Resolution No. 5252 (10 Minute Presentation) (Faber)
Presentation from the Auburn Symphony Orchestra regarding the 2015-16 and 2016-17 performing

art seasons and inclusion of the 2017 draft contract related to operating support for the Auburn Symphony Orchestra.

Parks, Arts and Recreation Director Faber presented Resoltuion No. 5252, authorizing an agreement between the City and the Auburn Symphony Orchestra for a specific scope of services that outlines sponsorship services, marketing, outreach and audience building in 2017. Director Faber noted the symphony satisfied all criteria for last year's scope.
Linda Bielejec, Chair of the Board of Directors for the Auburn Symphony Orchestra and Lee Valenta, General Manager for the Auburn Symphony Orchestra, were also in attendance and expounded on the symphony's annual report. Mr. Valenta spoke about new music director selection, guest conductors, education and outreach.

Ms. Bielejec updated the Council on the status of the new music director selection. Twenty-nine applicants were invited to apply. There are four finalist candidates, it is hoped the position will be filled by January 2018.

C. Ordinance No. 6621 (5 Minute Presentation) (Coleman)
An Ordinance of the City Council of the City of Auburn, Washington, adopting the 2017-2018 Biennial Budget for the City of Auburn, Washington

Finance Director Coleman presented Ordinance No. 6621, adopting the 2017-2018 Biennial Budget.

Director Coleman noted two public hearings have been held and Council held several budget workshops on the biennial budget. The ordinance will be presented to the Council at their next regular meeting for action.

D. Ordinance No. 6628 (5 Minute Presentation) (Coleman)
An Ordinance of the City Council of the City of Auburn, Washington, establishing the levy for regular property taxes by the City of Auburn for collection in 2017 for general City operational purposes in the amount of $20,962,812.00

Finance Director Coleman presented Ordinance No. 6628, establishing the property tax levy for the year 2017. Council conducted their public hearing on the property tax levy in October.

Director Coleman noted the City's 2017 assessed valuation is $9,387,700,988 which is a 6.4% increase over the 2016 assessed valuation and is now at a pre-recession level. The total 2017 property tax levy will be distributed to the General Fund to support general government operations.

The ordinance will be before the Council for approval at the next regular Council meeting.

E. Ordinance No. 6629 (5 Minute Presentation) (Coleman)
An Ordinance of the City Council of the City of Auburn, Washington, amending Ordinance No. 6533, the 2015-2016 Biennial Budget Ordinance, as amended by Ordinance No. 6558, Ordinance No. 6563, Ordinance No. 6570, Ordinance No. 6571, Ordinance No. 6580, Ordinance No. 6592, and Ordinance No. 6608, authorizing amendment to the City of Auburn 2015-2016 Budget as set forth in Schedule "A" and Schedule "B"

Ordinance No. 6629 (budget amendment 7) represents the final budget amendment for the 2015-2016 biennium. Director Coleman reviewed the amendments, which include acceptance of grants, facilities expenses, and fund transfers.

F. Gambling Tax Overview (5 Minute Presentation) (Coleman)

Finance Director Coleman provided the Council with a brief background on the City's gambling tax.

The City taxes social card rooms. In 2010, the City was approached by the owner representative of the only non-tribal card room in the city requesting the City Council lower the gross tax on social card rooms to 4% from the then current 12% tax. The non-tribal card room was struggling to survive in a down economy and due to competition from the Muckleshoot Casino. The City Council reduced the social card room tax to 4% from July 1, 2010 through June 30, 2012. The card room also entered into a promissory note for back taxes owed. Through June 2012, the card room paid on the installment note and maintained their quarterly payments from activities. When the reduced tax rate sunset, the rate went back to 12%. Again the card room struggled to make the tax payments and asked Council to revisit the tax rate. In October 2012, the City Council reduced the tax rate to 4%. Director Coleman reported the card room's note is due in full on October 1, 2019.

Director Coleman stated the City also receives gambling tax on punch cards and pull tabs. In 2012, the Council passed an ordinance changing the tax from 5% of gross receipts to 10% of net receipts.
Director Coleman directed the Council's attention to a summary of City taxes on gambling taxes, tax rates in surrounding communities and revenue history from each of the sectors.

G. Innovation & Technology Strategic Initiative Update (5 Minute Presentation) (Haugan)
Council Strategic Goal # 2: Digital Parity

Innovation and Technology Director Haugan presented information on the Council's goal to achieve digital parity.

Director Haugan reported the first expansion of the Auburn Access public wi-fi has been initiated in the neighborhood bounded by 29th Street SE, 30th Street SE, R Street SE and O Street SE. The first hot spots are live.

The network has been extended to the Airport. Planning is underway for adding wireless capabilities at the Airport.

Mesh networking is the network architecture of choice and microwave technology has been added as a method for extending the network into neighborhoods more cost effectively.

The golf course network expansion project is still in environmental review.

The work plan for the fourth quarter includes major infrastructure expansion on Lea Hill, bringing the police substation on line, as well as fiber optics to the Lakeland Hills area and to the border of King and Pierce Counties.

IT is working on expansion of wireless in the downtown area east toward Auburn High School and north in to the neighborhoods.

Director Haugan also reported the Community Connectivity Consortium will go live soon and will connect to the region and assists Maple Valley, Covington, Algona and Pacific. Discussions continue with each on connecting to the Consortium ring.

Director Haugan displayed a map of the current wireless coverage. Director Haugan estimated the cost of providing digital parity city-wide is $1.5 million.

H. Engineering Design Standards (20 Minute Presentation) (Snyder)

Deputy Mayor recessed the meeting at 7:03 for a brief intermission for approximately seven minutes. The meeting was reconvened at 7:07 p.m.

Assistant Director of Engineering Services/City Engineer Gaub presented information on Engineering Design Standards, specifically transportation standards, related to low impact development. Three areas of discussion have been identified for possible policy revision:

Number of Residential Units on Dead-end Roads
Private Access Tracts/Easement Standards
Landscaping Strip Standards

The City of Auburn requires a second emergency access at 26 units, while the Valley Regional Fire Authority (VRFA) requires a second emergency access at 31 units. Staff recommends increasing the threshold to 30 units. This reduces how frequently additional hard surface may be required and the change is consistent with emergency services needs.

Also, the current standards require a second full road access at 76 units. Staff is recommending a change that would require a second full road access at 101 units. Additional standards that would apply with the change include a secondary pedestrian/non-motorized access when determined appropriate, increase the maximum length from 600 feet to 800 feet, and require an additional roadway connection when determined by the City Engineer that roadway connectivity is needed regardless of number of units. The benefits of the change include reduced hard surfaces and flexibility to address connectivity needs for a more walkable community.

Assistant Director Gaub proposed changes related to access tracts/easements: require one form of access tract standard, serves up to 6 lots new or existing, require 20 feet of pavement marked as a fire lane, require one 5 foot pedestrian access separated from the driveway by a curb or striping, allow for deviations to fit existing conditions where constrained by previous development, and address accessory dwelling units.

Councilmember Holman proposed an ad hoc committee to review access tract standards. Councilmembers Wagner and DaCorsi agreed to serve as the ad hoc committee.

Assistant Director Gaub proposed changes to the landscape strip standards. The proposed changes for commercial areas are: incentivize the use of meandering sidewalks in commercial areas, allow developers to meet on-site landscaping within the meandered path, allow irrigation in the right-of-way when appropriate with clear responsibilities of the owner of the irrigation system, allow use of the landscape strip to meet LID requirements only when frontage improvements are required. The proposed changes for residential areas are: allow an alternative cross section of the roadway that provides ability to use for LID features and potential to provide traffic calming elements, require that all landscape strip areas must be a minimum square foot area, allow irrigation in the right-of-way when appropriate with clear owner responsibilities, allow use of the landscape strip to meet LID requirements when also used to meet roadway drainage needs, reduce maximum residential driveway width to 18 feet.

I. City Council Organization Committee/Study Session Hybrid

Councilmember Wagner introduced a chart of a suggested hybrid of the Auburn City Council study sessions with a refreshed committee system.

Deputy Mayor Wales spoke in favor of the proposal as it spreads out the work and gives opportunities for chairmanships.

Councilmember Holman expressed opposition to standing committees stating they are less efficient and Councilmembers lose the ability to speak one on one to other Councilmembers. He stated the Council hasn't taken full advantage of the ad hoc committees.

Councilmember Peloza spoke in favor of returning to the standing committee system.

Department directors spoke regarding the duplication of efforts and increased staff time created by the standing committee system.

Councilmember DaCorsi stated he does not prefer the committee structure, and he expressed concern with potential violations of open public meeting law under the committee system. He stated additional meetings are overkill, and the Council should build on the study session structure.

Councilmember Trout-Manuel expressed support for the Council committee system.

Councilmember Baggett expressed concern the committee system will require additional staff and resources. He stated the study session structure could be improved.

Councilmember Holman suggested using a matrix for future study session items.

Councilmember DaCorsi suggested a change in Council rules to allow the Deputy Mayor and Council create the study session agenda.

Deputy Mayor Wales requested that Council discuss changes in the study session format at the next study session meeting.

J. City Council Travel Budget

Councilmembers discussed the Council budget and their travel budget in particular.

Deputy Mayor Wales stated there is an issue with Councilmembers' ability to attend conferences and professional leadership.

Councilmember Wagner stated he believes the City underspends on attendance at National League of Cities and overspends on other programs.

Councilmember Holman stated Council should set the criteria for membership on committees, and Council should make the decision on which Councilmembers attend conferences and training.

Councilmember DaCorsi recommended the Deputy Mayor manage the Council budget.

Deputy Mayor Wales suggested that the City Attorney draft a policy that would allow the Deputy Mayor to authorize expenditures for travel.

IV. ADJOURNMENT

There being no further discussion, the meeting adjourned at 9:11 p.m.

APPROVED this 4th day of September, 2018.

BOB BAGGETT, DEPUTY MAYOR

City Clerk